



United States Department of the Interior

BUREAU OF LAND MANAGEMENT

California State Office

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Sacramento, California 95825

www.ca.blm.gov

February 21, 2002



In Reply Refer To:

9214 (P)

CA-943

EMS TRANSMISSION: 2/21/02

Instruction Memorandum No. CA-2002- 031

Expires: 09/30/03

To: All Field Managers
Attn: Regional and Field Office Fire Management Officers

From: DSD, Support Service

Subject: Prescribed Burn Plan Writing Course Workshop

DD: 02/28/02

A national requirement on the FY 2002 AWP is for each state to conduct a course workshop on prescribed burn plan writing for all personnel who prepare prescribed burn plans. To meet this requirement, and as a result of recent changes to the BLM Prescribed Fire Management H-9214, a bureau-wide workshop was held on November 26-30, 2001, where a five person team from California developed the Prescribed Burn Plan Writing Course. This course is designed to correct errors noted in past national burn plan reviews and to make all BLM burn plans consistent in format. This course will not take the place of RX-300, Burn Boss Training. The proposed agenda for this Burn Plan Writing Course is attached.

The California Prescribed Burn Plan Course Workshop is scheduled for two sessions as follows:

Norcal:	March 11, 1:00pm to March 13, 11:30 am in Alturas
Cencal & CDD	March 18, 1:00pm to March 20, 11:30 am in Bakersfield

All RXB1's, RXB2's, RXB3's and personnel who are scheduled to prepare future burn plans must attend. Each attendee must bring a copy of a H-9214 approved burn plan from their field office for review against the new standards, and a laptop computer and a disk with the burn plan for use in the course.

Names of attendees must be sent to Jim Francis, State Fuels Specialist via E-Mail or telephone @ 916-978-4433 no later than COB **February 28, 2002**.

Non-fuels funded personnel will be allowed a maximum of \$300.00 for per diem and travel. A cost code will be provided by the State Fuels Specialist, and attendees will need to give him a copy of their travel voucher when travel is completed. Fuels Fire Management Officers and Module Leaders will use their fuels operational funds to attend this training.

Please feel free to contact Jim Francis @ 916-978-4433 if you have any questions.

Signed by:
Sherian Long
Acting DSD, Support Services

Authenticated by:
Richard A. Erickson
Records Management

California Prescribed Burn Plan Writing Course Workshop

AGENDA

Monday - March 11 & 18

<u>Topic</u>	<u>Instructor</u>	<u>Time</u>
Welcome, Logistics & Introduction	E. Wehking	1300-1330
<u>Handbook H-9214</u> Program goals, priorities & principles Management and other responsibilities Positions, duties & qualifications Technical review observations	J. Francis	1330-1430
<u>Prescribed Fire Planning</u> EA Planning Goals and Objectives Developing resource and rx fire objectives	B. Dopp	1500-1700

Tuesday - March 12 & 19

<u>Prescribed Fire Plan Requirements</u> Burn plan format Interagency burn plans Project files	D. Santiago	0800-0900
<u>Risk and Complexity</u> Complexity rating Management summary & risk analysis Determining and mitigation of risk	W. Herzog	0900-1030
<u>Developing Burn Plan Prescription</u> Base data collection Prescription development Evaluation of prescription Fire behavior narrative	R. Woychak	1030-1200
<i>LUNCH</i>		1200-1300

Guest Speaker

Critical	Decision Making	TBA	1300-1400
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WORKSHOP AGENDA (Continued)

<u>Topic</u>	<u>Instructor</u>	<u>Time</u>
<u>Contingency Planning</u> Allowable area Other Agency pre-planning Escaped fire plan Developing sound contingency plan	R. Woychak	1430-1530
<u>Smoke Management</u> Title 17 & APCD Burn day status Development of smoke management plan	D. Santiago/J. Francis	1530-1700
Wednesday March 13 & 20		
<u>Ignition & Holding</u> Exercise	W. Herzog	0800-0900
<u>Notification</u>	D. Santiago	0900-0930
<u>Monitoring, Evaluation and Reporting</u> Spot weather forecasts and request Pre-during-post monitoring 1202, MIS, DOI	W. Herzog	0930-1030
<u>Briefing & Go-No Go Checklist</u>	R Woychak	1030-1100
<u>Burn Plan Review Process</u> Technical Review Agency Rep & State Review Agency Administrator Burn Plan Currency	J. Francis	1100-1130
<u>Closeout & Questions</u>	Team	1130-1200

End of Course